

DOVER AREA SCHOOL DISTRICT

COMPUTER CURRICULUM PLANNED INSTRUCTION/CURRICULUM GUIDE

PART A

COURSE DESCRIPTION: Second grade computer instruction is intended to provide an opportunity for students to familiarize themselves with a computer and its functions in the classroom and the computer lab. Students will develop keyboarding and document management skills.

GRADE(S): 2 **COURSE LENGTH:** 1 Year **DURATION:** As Stated **FREQUENCY:** As Stated

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TIME (WEEKS/CLASSES)	UNIT CONTENT/CONCEPTS/ PROCESS	STATE STANDARD (NAT. STANDARD)	INSTRUCTIONAL STRATEGIES, LEARNING PRACTICES ACTIVITIES AND EXPERIENCES	MATERIALS AND RESOURCES
2 classes	Proficiency in identifying parts and uses of a computer and its Components <ul style="list-style-type: none">• Monitor• Keyboard• Mouse• CPU• Printer	3.7.2 C1 P	Story and discussion, visual aids, hands-on experience, and demonstration.	Charts/posters, literature
2 classes	Proficiency in the care and maintenance of a computer/lab <ul style="list-style-type: none">• No food or drink around comp.• Clean hands• Keep foreign objects out of the parts of the computer.• Keep computer area organized.• Follow directions.• Follow lab rules.	3.6.2 DS 1 P	Discussion, teacher demonstration, and student demonstration in lab.	Poster stating user responsibilities.

TIME (WEEKS/CLASSES)	UNIT CONTENT/CONCEPTS/ PROCESS	STATE STANDARD (NAT. STANDARD)	INSTRUCTIONAL STRATEGIES, LEARNING PRACTICES ACTIVITIES AND EXPERIENCES	MATERIALS AND RESOURCES
2 classes	Review terminology <ul style="list-style-type: none"> File, exit, start, shut down, quit, restart Log in-log out, reboot (according to lab/classroom procedures) 	3.7.2 C 3.7.2 D	Discussion, teacher demonstration, and student demonstration in lab.	Display device projector for demonstration, teacher created poster or chart based upon lab/classroom procedures.
2 classes	Review basic graphic movement and mouse manipulation <ul style="list-style-type: none"> Click, double click, drag, using Icons. 	3.7.2 C 3.7.2 D	<i>Compass</i> programs (<i>George Tutorial</i> , <i>Story Book Maker</i>), teacher demonstration, and student demonstration in lab.	Display device projector for demonstration, teacher created poster or chart based upon lab/classroom procedures, and Tutorial computer program (<i>Compass</i>)
4 classes	File management <ul style="list-style-type: none"> Save, print, retrieve, open (internal storage) 	3.6.2 B	Teacher demonstration and student demonstration in lab.	Display device projector for demonstration, teacher created poster or chart based upon lab/classroom procedures.
Minimum 7 classes per marking period	Keyboarding (one day a cycle)	3.6.2 DS2	Tutorial computer program (<i>Type to Learn Jr.</i>) Teacher demonstration.	Tutorial computer program, charts and poster. Display device projector for demonstration, and literature.

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PART B

GRADE: 2

OPPORTUNITIES FOR INTEGRATION	ENRICHMENT, AND EXPANDED OPPORTUNITIES	REMEDIATION AND INTERVENTION STRATEGIES	ASSESSMENTS AND PORTFOLIO OPPORTUNITIES
Use of literature based upon technology Story creation/writing assignments Respect for environment/equipment	Research projects Communication Letter writing Leveled <i>Compass</i> assignments	Leveled <i>Compass</i> assignments	Teacher-directed written assessment Pictorial assessment